

Liverpool John Moores University

Title: Professional Development and Employability
 Status: Definitive
 Code: **4505STKHSC** (118484)
 Version Start Date: 01-08-2014

Owning School/Faculty: Nursing and Allied Health
 Teaching School/Faculty: Stockport College

Team	Leader
Amanda Davis	Y

Academic Level: FHEQ4 **Credit Value:** 24.00 **Total Delivered Hours:** 66.00

Total Learning Hours: 240 **Private Study:** 174

Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Lecture	45.000
Seminar	9.000
Tutorial	12.000

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	Report	Report on team work for a group presentation on good practice issues (1,500 words) Report on team work for a group presentation on good practice issues (1,500 words) Report on team work for a group presentation on good practice issues (1,500 words)	20.0	
Portfolio	PDP	Report on team work for a group presentation on good practice issues (1,500 words)	80.0	

Category	Short Description	Description	Weighting (%)	Exam Duration
		words) Personal Development Portfolio		

Aims

To facilitate the participation of students in personal and professional reflection aimed at setting, planning and developing personal, academic and professional goals.

Learning Outcomes

After completing the module the student should be able to:

- LO1 Demonstrate an understanding of the wide range of learning opportunities available to support own academic development, and reflect on how these have been effectively used
- LO2 Identify a range of potential career pathways within health and social care, and evaluate own skills in the light of these options
- LO3 Identify teamwork skills and evaluate team process whilst working within a small group to plan and carry out a short group presentation

Learning Outcomes of Assessments

The assessment item list is assessed via the learning outcomes listed:

Report on Teamwork	LO	
	3	
Personal Development Portfolio	LO	LO
	1	2

Outline Syllabus

Study skills: critical reading, note taking, searching the literature using electronic and other means, use of ICT and Virtual Learning Environments to enhance students' learning and academic skills, effective writing skills, citing and referencing sources of information, assignment structuring and presentation, avoiding academic impropriety, reflecting on module learning in relation to application to practice, presentation skills, Bloom's taxonomy

Personal and professional skills: team working and team process, reflective practice, goal setting, assertiveness, encouraging autonomy, metacognition and constructing own meaning from learning, communication skills

Careers: Identification of the wide range of career options within health and social care, completing application forms, personal skills audit

Learning Activities

This module forms the basis of personal development planning at level four enabling the student to develop personal and academic skills that are applied to his or her own professional practice. This will be facilitated by group work, lectures, directed study, student presentation, work based learning and reflection and ICT workshops. Guest speakers will be invited in from a range of professional backgrounds to help students explore potential career options. LJMU's World of Work (WOW) initiative will be used to support the development of effective employability skills

References

Course Material	Book
Author	Boulton, G
Publishing Year	2005
Title	Reflective Practice: writing and professional development
Subtitle	
Edition	
Publisher	Sage.
ISBN	

Course Material	Website
Author	
Publishing Year	
Title	Dept. of Education: http://www.nationalstrategies.standards.dcsf.gov.uk/node/151379
Subtitle	
Edition	
Publisher	
ISBN	

Course Material	Website
Author	
Publishing Year	
Title	Dept. of Education: http://www.dcsf.gov.uk/everychildmatters
Subtitle	
Edition	
Publisher	
ISBN	

Course Material	Website
Author	
Publishing Year	
Title	Dept. of Education: http://www.education.gov.uk
Subtitle	
Edition	

Publisher	
ISBN	

Course Material	Website
Author	
Publishing Year	
Title	CWDC: http://www.cwdcouncil.org.uk/common-core
Subtitle	
Edition	
Publisher	
ISBN	

Course Material	Website
Author	
Publishing Year	
Title	Children's Workforce Development Council: http://www.cwdcouncil.org.uk/induction-standards/materials
Subtitle	
Edition	
Publisher	
ISBN	

Course Material	Reports
Author	http://dissc.tees.ac.uk/Writing/paragraphs/page9.htm
Publishing Year	
Title	What should an introductory paragraph do? (online)
Subtitle	
Edition	
Publisher	
ISBN	

Course Material	Book
Author	Schon D
Publishing Year	1991
Title	The Reflective Practitioner
Subtitle	
Edition	
Publisher	Stanley Thornes
ISBN	

Course Material	Book
Author	Cottrell, S
Publishing Year	2004
Title	Study Skills Handbook
Subtitle	
Edition	
Publisher	Palgrave

ISBN	
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Course Material	Book
Author	Burns, T. and Sinfield, S
Publishing Year	2008
Title	Essential Study Skills. The Complete Guide to Success at University
Subtitle	
Edition	2nd
Publisher	Sage.
ISBN	

Course Material	Website
Author	
Publishing Year	
Title	LJMU University World of Work initiative: http://www.ljmu.ac.uk/WoWStudents/index.htm
Subtitle	
Edition	
Publisher	
ISBN	

Course Material	Website
Author	
Publishing Year	
Title	Sector Skills Council: http://www.skillsforcareanddevelopment.org.uk
Subtitle	
Edition	
Publisher	
ISBN	

Course Material	Website
Author	
Publishing Year	
Title	Social care online: http://www.scie-socialcareonline.org.uk/
Subtitle	
Edition	
Publisher	
ISBN	

Notes

This module provides the student new to higher education with an opportunity to reflect upon and develop their personal, academic and professional skills. The PDP will include diagnostic tools such as learning styles questionnaire, ICT skills audit

and skill development, action planning related to assignment feedback, practice reports from placement supervisors and reflective statements related to module learning.

Students will undertake a detailed survey of potential career options, and assess their own personal and professional skills against person specifications for a range of employment posts.